

Board of Commissioners

Chair Ed Wolfe
Vice Chair Rob Putaansuu
Becky Erickson
Charlotte Garrido
Danielle Murphy
Robert Gelder
Val Tollefson

Executive Director
Stuart Grogan



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**HOUSING KITSAP BOARD OF COMMISSIONERS
APRIL 4, 2017
MINUTES**

Board in Attendance: Kitsap County Commissioner Ed Wolfe (Chair), Mayor of City of Port Orchard Rob Putaansuu (Vice Chair), Kitsap County Commissioner Charlotte Garrido, Mayor of City of Poulsbo Becky Erickson, Kitsap County Commissioner Robert Gelder, Resident Commissioner Danielle Murphy, City of Bainbridge Island Council Member Val Tollefson.

Attending Staff: Executive Director Stuart Grogan, Chief Financial Officer Wendy Dutenhoeffer, Project Manager of Affordable Housing Mike Brown, Administrative Support Assistant Tara Owensby, REMHP Director Holly Paterson.

Absent: Single Family Director Dean Nail, Assistant Director of Finance Kim Seibold.

Guests: Tad Scooter, Kitsap Sun Reporter

1. Called to Order

Chair Wolfe called the meeting to order at 3:16 PM.

2. Public Comment

No public comment.

3. Consent Agenda

Vice Chair Putaansuu moved to approve the Consent Agenda. Commissioner Garrido seconded. Motion carried unanimously.

4. Board Announcements

Vice Chair Putaansuu reported that the Port Orchard Homelessness committee recently met and now have three sub committees. He said that one committee is providing showers at a church in Port Orchard. The showers have been suspended do to the lack of interest but will offer them again in the summer. The church is providing roughly 50 warm meals per week. The severe weather shelter was open for 18 nights. They have raised \$4500.00 for hotel vouchers for first responders to use as needed.

Commissioner Erickson reported that the Poulsbo Housing Group's social services kick off meeting is scheduled for Wednesday, April 5, 2017 and will provide various social services throughout Poulsbo; they have mental health services throughout Kitsap County and have helped over 300 people year to date.

Commissioner Garrido reported that the Homeless Coordinating Council is looking into how to create tiny homes in Kitsap County. She said that they have met with other communities and are researching the data, regulations, and funding.

5. Committee Reports

A. Work Study meeting

No questions or comments.

6. Action Items

A. Consideration of a motion to authorize additional resources to continue the review and planning for the Olhava project.

Stuart requested to remove this request to allow staff more time to work on the action item and informed the Board the item would be presented in the future.

B. Consideration of a motion to approve proposed amendments to the County Loan Agreement.

Stuart reviewed the proposed language for amending the County Loan Agreement (CLA). He voiced concern that it does not reflect or identify what happens if there are any excess funds, beyond moving expenses. After discussion, all in attendance agreed and decided that the statement in the proposed agreement, Item 2., Subsection 2.5.2.a Loan A: The NDGC payments, item 4, "Sale proceeds may not be used for operational expenses." and Item 3., Subsection 2.5.2b Sale of Collateral, Item 1, which reads in part, "...HK may use one-half of the proceeds from the sale of each property solely for development directly benefiting housing in Kitsap County. Said proceeds shall not be used to fund HK operations..." is sufficient. It is understood that if there are any excess funds from the sale of NDGC space, they are not to be used for operations but available for development, and sale of other Collateral one-half of proceeds are used for development.

Action: Commissioner Erickson moved to approve the second amendment to the amended county loan and repayment agreement between Kitsap County and Kitsap County Consolidated Housing Authority dba Housing Kitsap and authorize the Executive Director and the Vice Chair of the Housing Kitsap Board of Commissioners to sign documents. Commissioner Tollefson seconded. Motion carried unanimously.

7. **Executive Session**

Chair Wolfe adjourned the meeting into Executive Session to consider a real estate issue (RCW 42.30.110 (1)(c)) at 3:33 pm stating it would take no longer than roughly 20 minutes. At approximately 3:53 pm, Chair Wolfe adjourned the Executive Session with no further comment. No action was taken.

8. **Adjourn**

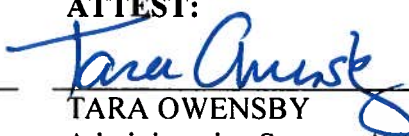
With no further business, Chair Wolfe adjourned the meeting at approximately 3:54 pm.

ATTEST:



STUART GROGAN
Executive Director

ATTEST:



TARA OWENSBY
Administrative Support Assistant



Date Approved